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**Plenary of the Intergovernmental Science-Policy
Platform on Biodiversity and Ecosystem Services****Fourth session**

Kuala Lumpur, 22–28 February 2016

Item 5 (a) of the provisional agenda*

**Work programme of the Platform: thematic assessment
on pollinators, pollination and food production****Overview of process followed for the production of the
assessment on pollinators, pollination and food production
(deliverable 3 (a))****Note by the secretariat**

In its decision IPBES-2/5, the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services approved the undertaking of a fast-track thematic assessment on pollination and pollinators associated with food production for consideration by the Plenary at its fourth session. In response to the decision, an assessment report was produced by an expert group in accordance with the procedures for the preparation of the Platform's deliverables. The assessment report is composed of a summary for policymakers and individual chapters and their executive summaries. The summary for policymakers (IPBES/4/3) is before the Plenary for its approval. The individual chapters and their executive summaries (IPBES/4/INF/1), which underpin the summary for policymakers, are before the Plenary for its acceptance. Information on the composition of the expert group (IPBES/3/INF/5) was presented at the third session of the Plenary. The annex to the present note provides information on the process followed by the expert group in completing the assessment. It has not been formally edited.

* IPBES/4/1

Annex

I. The assessment team

A. Dedicated MEP and Bureau members

1. In accordance with the procedures for the preparation of Platform deliverables, the following Multidisciplinary Expert Panel (MEP) and Bureau members were responsible for overseeing the preparation and completion of the thematic assessment on pollinators, pollination and food production (hereinafter referred to as “the pollination assessment report”):

Ivar Baste (Bureau member)

Alfred Oteng-Yeboah (Bureau member)

András Báldi (previous MEP member)

Ann Bartuska (previous MEP member)

Rodrigo Medellín (current MEP member)

Carlos Joly (current MEP member)

B. The group of experts

2. The pollination assessment has been led by Simon Potts (UK) and Vera Imperatriz-Fonseca (Brazil) (Co-chairs). Only one of the selected experts had withdrawn since the beginning of the assessment process. The current expert group consists of 19 coordinating lead authors (CLAs), 42 lead authors (LAs) and 14 review editors (REs). Barbara Gemmill-Herren (Food and Agriculture Organization of the United Nations, FAO) and Nadine Azzu (FAO) were selected as resource persons dedicated to this deliverable. A list of all experts is available in IPBES/3/INF/5 and on the IPBES website.

C. The technical support unit (TSU)

3. The TSU of the thematic assessment on pollinators, pollination and food production is comprised of one person, Ms. Hien Ngo, who commenced duties on 29 June 2014, and is based in Bonn, Germany at the IPBES Secretariat.

II. Key steps toward the production of the assessment

4. The thematic assessment on pollinators, pollination and food production consists of a summary for policymakers (IPBES/4/3) and six individual chapters and their executive summaries, which is provided to the Plenary for its acceptance (IPBES/4/INF/1).

5. A description of key steps towards the production of this assessment, undertaken after the third session of the Plenary is provided below. A detailed description of the steps taken before the third session can be found in IPBES/3/INF/5.

A. First Author Meeting

6. The first author meeting was held in Siegburg, Germany on the 30 June – 4 July 2014. Altogether there were 75 participants in attendance including coordinating lead authors, lead authors, a resource person, and members of the Multidisciplinary Expert Panel, Bureau, and the IPBES Secretariat, including the technical support person for this deliverable. A detailed description of the meeting can be found in IPBES/3/INF/5.

B. First review (by experts)

7. The first order draft review by experts was conducted from the 12 January – 23 February 2015 (6 weeks). Altogether 142 experts provided 5,211 individual comments. The main objective of the first review by experts was to obtain feedback on overall content of the chapters. Feedback and review from experts was to ensure that the best possible scientific, technical and socioeconomic advice would be received, resulting in as balanced and comprehensive an assessment as possible.

C. Second author meeting

8. The second author meeting was held in Belém, Brazil on the 09-13 March 2015. This meeting was hosted by the Vale Institute of Technology (ITV) with additional support from the Government of Brazil. Altogether 36 participants attended including coordinating lead authors, review editors, a

resource person, and members of the Multidisciplinary Expert Panel, Bureau, indigenous and local knowledge task force and technical support unit and the IPBES secretariat, including the technical support person for this deliverable (3a). The main objectives of this meeting were to: 1) address the reviewers' comments from the first review by experts and develop a strategy for handling comments, 2) include more indigenous and local knowledge information into the assessment, 3) develop the summary for policymakers, and 4) plan the steps towards the second order draft review.

D. Second review by Governments and experts

9. The second order draft review by Governments and experts was conducted from the 22 May – 17 July 2015 (8 weeks). Altogether, 138 experts reviewed the report. Governments and expert reviewers provided 5,166 individual comments. Comments were received from 8 governments: Belgium, Canada, China, Germany, Japan, the United Kingdom, and the United States of America.

E. Third Author Meeting

10. The third author meeting took place in Rome, Italy from the 27-31 July 2015 hosted by the Food and Agriculture Organization of the United Nations (FAO). Altogether 71 participants attended including coordinating lead authors, lead authors, review editors, resource persons, and members of the Multidisciplinary Expert Panel (MEP), Bureau and the IPBES secretariat, including the technical support person for this deliverable (3a). The main objectives of this meeting were: 1) to address the reviewers' comments from the *second review by Governments and experts*, 2) further edit and revise the summary for policymakers, and 3) finalize the report graphics.

F. Workshops

11. A series of three workshops were conducted during the assessment process in order to ensure the highest quality assessment:

- (i) *The Global Dialogue Workshop on Indigenous and Local Knowledge on Pollination and Pollinators associated with Food Production* (01-05 December 2014, Panama City, Panama) – this was organized by the indigenous and local knowledge task force supported by its technical support unit, which is hosted by UNESCO. This meeting was hosted by the Smithsonian Tropical Research Institute (STRI) and supported by both the United States Department of Agriculture (USDA) and the United States Geological Survey (USGS).
- (ii) *The Uncertainty/Confidence framework workshop* (23-24 March 2015, Cambridge, UK) – this workshop was organized by UNEP-WCMC and supported by the Government of the United Kingdom (DEFRA).
- (iii) *The Science-Policy workshop* (06-07 May 2015, Cambridge, UK) – this workshop was organized by UNEP-WCMC and supported by the Government of the United Kingdom. Its purpose was to discuss how to produce a summary for policy makers.

G. Production of final draft

12. A combined total of approximately 10,300 comments from 280 Government and expert reviewers (combined from the First Order Draft review and the Second Order Draft review) from over 50 countries were received during the review process. The entire process was supported by the Review Editors, who helped the authors with interpreting the comments and ensured that all comments were addressed appropriately by the authors. Responses to comments from both the first and second review phases will be published on the IPBES website after the approval of the summary for policymakers and the acceptance of the individual chapters and their executive summaries by the Plenary.

III. Links with other deliverables

13. The expert group of this deliverable (3a), being the first thematic assessment report of IPBES' first work programme (2014-2018), worked closely with Deliverable 2(a): *Guide on production and integration of assessments from and across all scales*. The expert group contributed a pollination case study, inputs for the uncertainty/confidence framework and use of confidence terms, and steps for the development of assessment policy-relevant key messages.

14. The expert group also played an important role with Deliverable 1(c): *Procedures, approaches and participatory processes for working with indigenous and local knowledge systems* in participating in the piloting of preliminary approaches and procedures for working with indigenous and local knowledge systems in assessments. This *Global Dialogue Workshop on Indigenous and Local Knowledge on Pollination and Pollinators associated with Food Production* provided relevant

indigenous and local knowledge inputs to the first-order draft of the assessment report and the final pollination assessment report.

IV. Next steps

15. It is expected that the work resulting from the individual chapters and their executive summaries of the pollination assessment report will contribute to Deliverable 4(c): *Catalogue of policy support tools and methodologies*.

16. With the ongoing *regional/subregional assessments on biodiversity and ecosystem services* (Deliverable 2b), the experts from the pollination assessment report may provide material and/or information that is relevant to these regional/subregional assessments with respect to pollination.

17. Pollination experts may also support any IPBES activities that involve the dissemination of the pollination assessment report and outreach activities.
